



## CITY OF DELTONA

### BUILDING AND ENFORCEMENT SERVICES DEPARTMENT

2345 Providence Blvd - Deltona, FL 32725

Permitting: (386) 878-8650 - (386) 878-8660 - Zoning: (386) 878-8665 Fax: (386) 878-8651

E-mail: [Permitting@deltonafl.gov](mailto:Permitting@deltonafl.gov)

### OFFICE HOURS

Monday - Friday 8:00 a.m.-4:00 p.m.

## PLAN SUBMITTAL CHECKLIST FOR RESIDENTIAL ADDITIONS, SCREEN ROOM ENCLOSURE or GARAGE ENCLOSURE

### Submit the following items:

- ☐ Complete permit application
- ☐ One (1) set of engineered, signed and sealed drawings that meet the wind load requirements FBC 7<sup>th</sup> Edition 2020, 140 mph for a 3 second gust, include Engineered truss packet (when applicable), floor plan, wall sections, bearing walls, footing and reinforcement, roof slope, overhang and method of roof ventilation, and electrical diagram, NEC 2017, adjacent rooms.
- ☐ Truss packet (if applicable).
- ☐ One (1) Survey ("to scale") showing all existing structures on the property, the new addition and setback requirements.
- ☐ One (1) set of Florida Product Approval, including installation requirement, and manufacturer's design, and for doors, windows, mullion, sliding glass door, and garage door.
- ☐ Method of heating, submit one: FBC Form R402-2017
- ☐ One (1) HVAC duct layout (if the space is to be "living area").
- ☐ Volusia County Environmental Health Department Septic tank verification letter or water-sewer bill/receipt.
- ☐ Notice of Commencement (if project value is more than \$2,500.00)
- ☐ Per FBCR chapter 315 provide the location of carbon monoxide detectors.  
If the space is a bedroom, provide the location of smoke detectors. They must be interconnected and battery backed up.

Submitted by: \_\_\_\_\_

Print Name

Signature

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_